

# History Program Registration Instructions

**Before you begin**, have this information ready:

- **Personal Information** – Name, total years with space program. You have the option of entering your phone number, and an email address if you have one. The mailing address is required if you take part in the donation program.
- **Employment History** – Organization, Position, Starting Date, Ending Date, NASA Programs supported.
- **Donations** – If you take part in the History Donation program, you will need to type a summary of your experiences or a description of articles you may wish to donate.

**Please keep in mind** these general instructions:

- **Hall of Honor Registration** records your personal efforts in the space program. Your information will be considered public domain and is searchable from the KSC Hall of Honor website.
- **History Donation Program** lists stories or items you wish to contribute. You will be contacted at a later date. Although your contributions are considered public domain, they will not be visible from this website.
- Your information is audited before it appears on the website. You will be provided with a unique identification number when you complete the registration. Do not lose this number.
- Do not use browser "Forward" or "Back" buttons unless instructed to do so.
- Even if you've made a mistake, complete the rest of the registration.
- If you need to make changes, contact the XA History Program Administrator, [Elaine.Liston-1@ksc.nasa.gov](mailto:Elaine.Liston-1@ksc.nasa.gov) at 321-867-1515 and give the registration number.

## To participate in the KSC Hall of Honor ONLY:

From the History Program Registration page,



☒ **I want to register for the KSC Hall of Honor ONLY.**  
*Only name and employment information is required and **will** be available to the general public. **Maximum of three (3)** employment history entries.*

☐ **I want to register for the History Donation Program ONLY.**  
*Name and employment information **will not** be available to the general public. Items which are donated (summaries, photographs, videos, etc.) will be retained in the KSC Archives and will be available as public domain information.*

☐ **I want to register for BOTH programs simultaneously.**

**Start Registration**

1. Select **I want to register for the KSC Hall of Honor ONLY** by clicking the button to the left.
2. Click the **Start Registration** button.

## History Program Registration - STEP 1

**\* Denotes Required Fields**

### Personal Information

\*First name:  \*Last name:  MI:

Email Address:  *Optional*

Please tell us how long you've been associated with the Space Program.

**Proceed to Step 2**

3. Complete the Personal Information page. First and Last Name must be entered.
4. Click the **Proceed to Step 2** button. You will be directed to the Employment Information page.

## History Program Registration - STEP 2

### - CURRENT OR MOST RECENT - KSC Employment Information

**As a minimum please complete one entry. Include the organization/company you worked for, the associated program, the position held, and dates of employment.**  
You will be offered the opportunity to enter another employment record, **up to a maximum of three (3)**, so please identify your most significant positions only.

**Organization**

**Position**

### Employment Dates (Year Only) with this Organization

**From:**  **To:**

*When entering year, use format YYYY ONLY!*  
*If currently employed with KSC, then do not add an ending year in this section.*

### NASA Program(s) supported during this time

#### Expendable Launch Programs (ELP)

☐ Able ☐ Agena ☐ Atlas ☐ Centaur ☐ Delta ☐ Juno  
☐ Redstone ☐ Thor ☐ Titan ☐ Vanguard ☐ Other Expendable Launch Programs

#### Human Spaceflight Programs (HSP)

☐ Apollo ☐ Apollo-Soyuz Test Project ☐ Gemini ☐ International Space Station  
☐ Mercury ☐ Saturn 1 ☐ Saturn 1B ☐ Saturn V ☐ Skylab ☐ Space Lab  
☒ Space Shuttle ☐ Other Human Spaceflight Programs

**Proceed to Next Page**

5. Enter **one** organization, position, the years with that organization, and the launch program(s) supported during that time frame.

**Note:** You will have the opportunity to enter up to three employment records – each record will be entered separately.

6. When finished with this record, click the **Proceed to Next Page** button.

7. If you want to enter another record, click the **Return to Employment Screen** button.  
If you are finished with the employment history, click the **Registration Complete** button.

KSC Hall of Honor page if approved.' Below this, another paragraph states: 'Your registration number is **8487665**. If you need corrections to your registration, please contact the XA History Administrator and provide this number.' At the bottom, there is a blue hyperlink labeled 'Return to Main Page' with a mouse cursor pointing at it."/>

8. Look for the **registration number** on the Registration Complete page. If you need to change any information on your registration, contact the XA History Administrator and give them this number.

Your completed record will be reviewed by an administrator, and when approved, will be released to the KSC Hall of Honor. The general public **will** be able to view and search all Hall of Honor records.

## To participate in the History Donation Program ONLY:

From the History Program Registration page,

1. Select **I want to register for the History Donation Program ONLY** by clicking the button to the left.
2. Click the **Start Registration** button.



## History Program Registration - STEP 1

**\* Denotes Required Fields**

### Personal Information

\*First name:  \*Last name:  MI:

\*Street Address:  \*City:

\*State:  \*Zip Code:  \*Country:

Phone Number:  *Optional. If provided, please include area code*

Email Address:  *Optional*

Please tell us how long you've been associated with the Space Program.

**Proceed to Step 2**

3. Complete the Personal Information page. All Name and Address fields must be completed – Phone Number and Email Address are optional.
4. Click the **Proceed to Step 2** button. You will be directed to the Employment Information page.
5. *You will have the opportunity to enter **as many** employment records as you wish. **Complete each one separately.** List the organization, position, the years with that organization and the launch programs supported during that time frame.*

## History Program Registration - STEP 2

### - CURRENT OR MOST RECENT - KSC Employment Information

**As a minimum please complete one entry. Include the organization/company you worked for, the associated program, the position held, and dates of employment.**  
You may enter as many employment records as necessary.

**Organization**

**Position**

### Employment Dates (Year Only) with this Organization

From:  To:

*When entering year, use format YYYY ONLY!  
If currently employed with KSC, then do not add an ending year in this section.*

### NASA Program(s) supported during this time

#### Expendable Launch Programs (ELP)

☐ Able
 ☐ Agena
 ☐ Atlas
 ☐ Centaur
 ☐ Delta
 ☐ Juno  
☐ Redstone
 ☐ Thor
 ☐ Titan
 ☐ Vanguard
 ☒ Other Expendable Launch Programs

#### Human Spaceflight Programs (HSP)

☐ Apollo
 ☐ Apollo-Soyuz Test Project
 ☐ Gemini
 ☐ International Space Station  
☐ Mercury
 ☐ Saturn 1
 ☐ Saturn 1B
 ☐ Saturn V
 ☐ Skylab
 ☐ Space Lab  
☐ Space Shuttle
 ☐ Other Human Spaceflight Programs

**Proceed to Next Page**

6. When finished, click the **Proceed to Next Page** button.

### History Program Registration

I want to enter more employment information.

Return to Employment Screen

I'm finished with the employment information.

Proceed to Step 3

7. If you want to enter another record, click the **Return to Employment Screen** button. If you are finished with the employment history, click the **Proceed to Step 3** button.

### History Program Registration - STEP 3

Please give us a summary of any information or "stories" that you would be willing to donate to the KSC Archives.

In this space, you may type the details of your service at KSC. You may also wish to enter a brief summary of an interesting experience, or even your personal observations on the program.

All entries are reviewed by the History program Curator.

Proceed to Step 4

8. This "summary" page is where you can elaborate on your tenure or share stories about past events.
9. When finished, click the **Proceed to Step 4** button.

### History Program Registration - STEP 4

Do you have documentation, photographs, videos, or other memorabilia that you would be willing to donate to the KSC Archives (or provide us copies)?  
*Descriptions only please.*

I wish to donate:

Personal photographs of the X vehicle launch team.

Registration Complete

10. This summary page is where you will describe documentation, photographs, videos, etc. that you wish to donate to the KSC Archives. Please provide **descriptions only!** Do not try to attach files within the text area.
11. When finished, click the **Registration Complete** button.

**History Program Registration Complete**

Thank you for your time and participation in the KSC History Donation Program. Your record will be reviewed by an administrator in the near future. If approved, you may be contacted for an oral interview and provided with the necessary instructions to donate your items.

Your registration number is **1420752**. If you need corrections to your registration, please contact the XA History Administrator and provide this number.

[Return to Main Page](#)

12. Look for the **registration number** on the Registration complete page. If you need to change any information on your registration, contact the XA History Administrator and give them this number.

Your record will be reviewed by an administrator, and if approved, you may be contacted for an oral interview and provided with instructions on how to donate your items. The general public **will not** be able to view History Donation Program records. However, any items donated will be retained in the KSC Archives and available as public domain information.

## To participate in both programs:

From the History Program Registration page,

☐ **I want to register for the KSC Hall of Honor ONLY.**  
*Only name and employment information is required and **will** be available to the general public. **Maximum of three (3)** employment history entries.*

☐ **I want to register for the History Donation Program ONLY.**  
*Name and employment information **will not** be available to the general public. Items which are donated (summaries, photographs, videos, etc.) will be retained in the KSC Archives and will be available as public domain information.*

☒ **I want to register for BOTH programs simultaneously.**

- Select **I want to register for both programs simultaneously** and click **Start Registration**.
- **The steps are the same as the History Donation Program** with the exception that you may designate **up to three** records to appear in the Hall of Honor program. Look for the question "Do you want this record to appear in the KSC Hall of Honor?" and choose the appropriate option.

Your records will be reviewed by an administrator, and if approved, you may be contacted for an oral interview and provided with instructions on how to donate your items. The general public **will** be able to view only those employment history records that you have designated. However, any items donated will be retained in the KSC Archives and available as public domain information.